

Professional Licensing Agency
 402 West Washington Street
 Room W072
 Indianapolis, IN 46204



Eric J. Holcomb
 Governor of Indiana
Deborah J. Frye
 PLA Executive Director

Funeral Director and Embalmer Renewal Document

You may renew online at mylicense.in.gov using the Register a Person option to create your login credentials. You may also complete and mail this document with the renewal fee of \$50.00 to the address above. Make check or money order payable to 'Indiana Professional Licensing Agency'. If this document is postmarked after your license expiration date you must include a \$50 late fee. If you answer 'Yes' to question 1, 2, or 3 below send a detailed statement regarding the response with your renewal form.

LICENSEE INFORMATION: Update address, if needed, and provide a current phone number and email address			
Licensee Name	License Number	Expiration Date	Renewal Fee
Street Address:	City	State	Zip
Phone Number	Email Address		

RENEWAL QUESTIONS	
1. Has any professional license, certificate, registration, or permit you hold or have held been disciplined or are formal charges pending in any state or U.S. territory?	YES NO
2. Have you been denied a license, certificate, registration, or permit in any state or U.S. territory?	YES NO
3. Since you last renewed, and except for minor violations of traffic laws resulting in fines and arrests or convictions that have been expunged by a court, have you been arrested, entered into a diversion agreement, been convicted of, pled guilty to, or pled nolo contendere to any offense, misdemeanor, or felony in any state or U.S. territory?	YES NO
4. You may renew your license to Inactive status if you haven't completed your CE requirements by checking this box.	<input type="checkbox"/>
5. Pursuant to IC 12-32-15 and IC 12-32-1-6, I swear under the penalty of perjury that I am a United States Citizen	YES *NO

LICENSEE AFFIRMATION	
I hereby swear or affirm under the penalties of perjury that the information provided here is true and correct to the best of my knowledge and that, if renewing active, I have completed the continuing education required by IC 25-15-6-5 and 832 IAC 4 to renew a funeral director or embalmer license in active status.	
Signature of Licensee	Date (month, day, year)

- CE Requirements are viewable on our webpage at <http://www.in.gov/pla/2722.htm>.
- After your license has been renewed you will need to print a free license card or order one from our website at www.in.gov/pla/license.htm to comply with the posting requirement.
- If a tax protest has been recorded on your license according to the Indiana Department of Revenue (DOR), your license may not be renewed until this agency receives confirmation from the DOR that the protest is removed.

**If you indicate you are not a US Citizen, please provide documentation from USCIS that shows proof of your qualified alien (as defined under 8 U.S.C. § 1641) status or documentation indicating you are authorized by the federal government to work in the United States.*

Visit www.pla.in.gov for additional information regarding your license. If you have any questions for the State Board of Funeral and Cemetery Service please email pla12@pla.in.gov or call 317-234-3031.

FOR OFFICE USE ONLY		
Renewal Fee:	Receipt No.:	Date: